



SPENCER MASSACHUSETTS

Guidance on the Requirement of a Permit from the Spencer Conservation Commission

How do I know if there are wetlands on my property?

The Town of Spencer's GIS map is a free resource available to the public that can be used for a variety of reasons, including identifying wetlands.

1. Visit www.spencerma.gov and select **GIS Mapping**, located under the **Citizen Action Center** section.
2. Type the address or property owner in the **Property Quick Search** field (top right). Select the desired address from the results below.
3. In the top right corner of the map, select **Themes**. The *Base Themes* will be displayed on the left. Select **Wetlands**. The box will change from gray to blue. Use the key below to identify any wetlands on the property or surrounding area.
4. To estimate the distance from the wetlands to the proposed project site, select **Markup** from the menu on the top right corner of the map. The *Markup* menu tool will be displayed on the left. Select **Measure** and **Line**. You will then be able to draw a line to connect your two points (wetlands and project site).

Please note: While every reasonable effort has been made to produce high-quality map data, the Town of Spencer provides this information with the understanding that it is not guaranteed to be accurate, correct, or complete, and conclusions drawn from such information are the responsibility of the user.

There are wetlands on my property. How do I know if I need a permit?

Anytime you plan to work within the 100-foot buffer zone of a Resource Area, or within the 200-foot buffer zone of any waterway, you must obtain the necessary permits from the Conservation Commission as identified by the Wetlands Protection Act or the Spencer Bylaw. When in doubt, our Conservation Agent will be happy to consult with you and answer your questions. For detailed information, please contact the office (508)885-7500 x123

What type of permit application do I need?

The type of permit will vary based on the type of project, the amount of disturbance that will be caused, and its distance from the wetlands area. If you will be disturbing soil or vegetation 50' to 100' from a pond, wetland, or stream, a *Request for Determination* (RDA) may be sufficient. A *Notice of Intent* (NOI) will be required for projects that will disturb soil or vegetation in any of the following areas.

- 0 to 50 feet from a pond, wetland or stream
- Within 200 feet of a stream or river that flows year round
- In a pond, stream, wetland or river